

# UNITED STATES DISTRICT COURT

DISTRICT OF NEW JERSEY

OFFICE OF THE CLERK

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As of January 31, 2005, electronic case filing is **mandatory** for all civil and criminal cases other than pro se cases. **If you are not registered to file electronically, you need to do so as soon as possible.**

Requests by attorneys for an exemption to the mandatory policy will be considered for good cause hardship reasons only, and will be reviewed on an individual basis by the Clerk's Office and the Court. The Clerk's Office provides an electronic filing training program to assist attorneys filing electronically. Before seeking hardship exemption, attorneys are advised to participate in the training program. Training can be achieved by attending training held at the courthouses in Camden, Trenton or Newark or completing the ECF Tutorial computer-based training online at the court's web site at [www.njd.uscourts.gov](http://www.njd.uscourts.gov). Attorneys and support staff can register for free training at: [www.njd.uscourts.gov/njdc/cm-ecf/traininfo.htm](http://www.njd.uscourts.gov/njdc/cm-ecf/traininfo.htm). Attorneys can seek the assistance of the Clerk's Office by calling the court's Help Desk. (Newark 1-866-208-1405, Camden 1-866-726-0726, Trenton 1-866-848-6059.)

By: William T. Walsh, Clerk